

# 2025 Road Guidelines

**V1.**

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# Event Sanctioning

## Event Sanctions

### Types of Sanctioned Events

**Weekly Series** – events run with the category structure Beginner, Sportif, and Open categories, unless otherwise agreed to with the Ontario Cycling (OC) office. Weekly Series events have a registration of less than \$30/registrant/event and run on a weekly basis. License requirements subject to event rules.

**General Series** – events run with category structure Beginner, Sportif, and Open categories, unless otherwise agreed to with the OC Office. License requirements subject to event rules. General Series are events that have a registration cost of \$30 or more/registrant/event and run every few weeks or once a month. They do not run weekly and have a different set of fees than Weekly Series events.

**Cycle for All** – events also known as Tours and Gran Fondos may run with any category structure including but not limited to ability-based, age-based or distance based. Ontario Cup and category upgrade criteria are not awarded at these events. License requirements subject to event rules.

**Regional Events** – run with any category structure including but not limited to ability-based, age-based or distance-based. Ontario Cup and category upgrade criteria are not awarded at these events. License requirement subject to event rules. Regional events will be broken down into 2 levels based on recommended officiating needs at the discretion of OC:

- A. **Regional A** events tracking towards OCup status as larger scale road or criterium races that require 2 or more provincially assigned commissaires to score and enforce rules.
- B. **Regional B** events are community-based events where there is less emphasis on timing and scoring and therefore do not require provincially assigned commissaires

**Ontario Cup Race** – events must run with ability-based categories (see license requirements below). Ontario Cup and category upgrade criteria are awarded at these events. License requirements subject to event rules. Non-Championship categories will be included to provide additional options to riders who may not fit into a particular championship category.

**National Race** – events must run according to Cycling Canada stipulations and sanctioning. License requirements subjective to event rules.

## Event Sanction Chart

Event Type	Sanction Details		
	Category Structure	Ontario Cup/Category Upgrade Criteria	OC Non-Member Permit
<b>Weekly Series</b>	Beginner, Sportif, Open	N/A	*Please contact OC office for eligibility
<b>General Series</b>	Beginner, Sportif, Open	N/A	
<b>Cycle for All and Regional Events</b>	Any structure (ability-based, age based, distance based)	N/A	
<b>Ontario Cup Race</b>	Ability-based	Yes	Yes
<b>Provincial Championship</b>	Age-based as per National Championships	No	No
<b>National Race</b>	According to CC stipulations and sanctioning	N/A	No

*\*non-member permit only applies to riders who are Canadian residence.*

*\*\*Non-member permits are not permitted for Criterium OCups*

## Sanctioned Event Fees

All sanctioned events will be subject to the fees according to their respective sanction package. Sanctioning packages can be found on the resources page of the OC website [here](#). Packages are broken down into four major groups depending on what type of event the organizer is planning to host – (1) OC Members Only Events, (2) Member and Non-Member Events, (3) Events with their own insurance, and (4) Charity Events. Sanctioning fees will fluctuate depending on the number of participants, number of non-members participating, and if the event is using OC insurance coverage.

If there are any questions regarding event sanctioning and associated packages, please reach out to the OC Events Team at [events.team@ontariocyling.org](mailto:events.team@ontariocyling.org).

Below are the fees included within each sanction event:

1. Event permit

The event organizer will be required to submit an event permit application as part of the sanctioning process. The event permit fee is built into the upfront cost and organizers will be billed according to their respective sanction package upon approval of paperwork. If an event must be cancelled, the portion of the upfront cost for the permit fee is non-refundable and non-transferable.

## 2. Event insurance

Any organizer hosting an event requiring insurance coverage must complete and submit a Commercial Event Insurance form to OC. The Insurance Certificate Fee is built into the upfront cost to organizers will be billed according to their sanctioning package. Fees for the event must be paid prior to the event being promoted by OC and the non-member insurance cost (if applicable) that is based on participation numbers will be reconciled following the event.

The additional insured listed may only include landowners, municipalities, and governments. Sponsors should not be listed within the additional insured list. In general, the names provided that are to be added as named insured should only be those that have specifically requested to be named (e.g. municipality, landowner, etc.). We will not list those that are providing services as that should be covered under their own liability policy (e.g. first aid, photography services, sponsors etc.). If you are in doubt or have questions, please contact the OC office. Commercial Event insurance forms can be found on the Ontario Cycling website. Organizers may update their Certificate of Insurance application up to 2 times at no extra cost. Any further updates are subject to a \$25 administrative fee.

Organizers are permitted to secure their own insurance for an event, if there is a \$10 million comprehensive general liability coverage, and it is approved by the OC insurance broker. This insurance must list OC and Cycling Canada (CC) as additional insured, and a copy of the insurance certificate must be submitted to OC office no later than fifteen (15) business day in advance of the event.

Insurance permits are for a specific date and may not be transferable. If an organizer is offering insurance for non-members, they may charge the non-member insurance fee in addition to the registration, if they wish. Commercial insurance applications are due fifteen (15) business days in advance of the event.

## 3. Levies

Unless otherwise stated, every event registrant over the number of rider levies that are included in the organizer's respective sanctioning package will be charged a fee of \$3.25+HST. This includes DNS and DNF registrants and will be reconciled with OC. Levy numbers are based on published start lists for races and registered entrants for all other events. Organizers are expected to follow up with OC post-event, providing final registrant numbers within 3-5 business days to report final participant numbers and levies owing.

## 4. Non-Member Permits

At OC's discretion, and in agreement with the Organizer on the terms, Non-Member Permits may be available for your event. Non-Member Permits may only be sold during pre-registration (not available onsite) at a cost of:

- \$10 for adults (18+)
- \$5 for Youth (U18)

## **OCup Sanction Granting**

All event sanctioning is subject to approval by the OC office. Only organizers who have hosted a sanctioned regional event within the previous 5 years or an OCup/National event within 15 years are eligible to be granted an OCup sanction for their event. Sanction granting is the discretion of the OC office and may be subject to change.

## **Event Date Selection Process**

OCup Events (Track, Road, MTB, CX): OCups of different disciplines must never conflict with one another. OCups must never conflict with a national event of the same discipline in Eastern Canada (ON, QC, NB, PEI, NS, NL). Where 2 or more organizers of an OCup event request the same date, if a resolution is not met between the conflicting parties the organizer who submitted their EOI for the event first will receive the requested date. The latter organizing party will need to request a new non-conflicting date\*

Regional Events: Must never conflict with an OCup of the same discipline, unless approved by the OC office. It is recommended that regional events of the same discipline do not conflict. If 2 or more organizers request the same date, each party will be asked by OC if they approve the conflicting events to occur on the same day. If either party does not approve and a resolution is not met between the conflicting parties the organizer who submitted their EOI for the event first will receive the requested date. The latter organizing party will need to request a new non-conflicting date\*

*\*In the circumstance the requested date for an event is not approved and the organizing party refuses to change their date, OC has the right to withdraw sanctioning.*

## **Other Items**

### **Alcohol Insurance**

Alcohol is not permitted at events without prior written approval from OC. This includes samples and prizing. Events that wish to include alcohol must submit a liquor liability application as well as submit a copy of the insurance coverage from the third-party organization responsible for the alcohol. Additional insurance fees will apply. Liquor liability application forms can be found on the OC website and must be submitted fifteen (15) business days in advance of the event. If applications are submitted less than 15 days prior to the event, liquor coverage will

not be guaranteed. We may require copies of Special Occasion Permits and/or evidence of smart serve certificates.

OC recommends all organizer have liquor coverage even if their event does not include any liquor as added coverage. Organizers are liable for any alcohol at the event regardless of being sold, being handed out as prizing, spectators and/or riders consuming alcohol at the event.

### Refundable Registration

CCN Bikes/Interpodia has developed a system where individual participants can register and purchase "upgraded refund terms" as a form of registration protection. This small additional fee will help ensure that if participants are unable to attend an event, for various reasons listed at the link below, their registration fees will be compensated by CCN Bikes. This is not an OC service and should you have any questions or concerns please contact CCN directly. All information is provided in the [Interpodia/CCN Refundable Registration Program](#).

## **General Guidelines: All Levels of Events**

### **Organizer Requirements**

- It is recommended that all organizers complete a commissaire training course. For information related to commissaire courses, please contact OC.
- All organizers are recommended to obtain/possess a valid UCI technical license with organizer listed.
- All organizers must be in good standing with Ontario Cycling.

### **Registration Requirements**

#### 1. Online Registration Requirements

CCN bikes is OC's preferred provider of online registration services. All sanctioned events must use CCN bikes to administer their event registration, unless otherwise approved by OC office. It is the responsibility of the Organizer to set up the online registration, ensure all online waivers are attached and inform CCN that OC requires access to monitor registrations (in case of any license issues that can be resolved prior to the event). Events sanctioned by OC on CCN are linked on OC database so participant membership status is shown in reports, streamlining the registration process.

Prior to registration going live on CCN, the following guidelines must be adhered to:

- Registration cannot go live until the following has been submitted and approved:
  - Signed organizer agreement (prior to posting on events calendar)



- Completed event permit application (prior to posting on events calendar)
- Payment of event permit fees
- The following items may be completed after the event has gone live:
  - Completed tech guide
  - Completed emergency action plan
  - Certificate insurance application

OC shall be given access to CCN registration to monitor licensing issues. If your event has received approval to utilize other registration software, OC will need to obtain registration lists with enough time to properly verify licenses.

Registration must close on the Wednesday at 11:59pm prior to the event unless other arrangements have been made with OC office.

The organizer is directly responsible for any expenses incurred due to early registration set up before obtaining permission from Ontario Cycling.

All riders must sign the Concussion Code of Conduct, as well as the OC Waiver and informed consent form if under the age of 18. In an effort to streamline waiver capture, waivers must be built into the registration system for riders to sign-off on.

All event waivers and registration must be completed online. Participants who have missing waivers will be contacted in advance by the Organizer to complete before the event. The organizer is responsible for forwarding to OC scanned PDF copies of those waivers. CCN Bikes has the capability to imbed the waiver as part of the registration process for participants to sign electronically.

For those events not using CCN as their registration system, please ensure that the registration list sent to the OC Events Team has at a minimum the following fields: First Name, Last Name, Date of Birth, Email Address.

## 2. Event Registration Requirements

The following registration standards must be adhered to at the sanctioned event:

- Rider sign-in must be located within 250m of the start line. If rider sign is located more than 250m from the start approval needs to be made by OC ahead of time.
- All licenses must be checked either by seeing the person's digital or hard copy version.
- Entry fees caps are in place. Please refer to the entry fee chart in your discipline's appendix.
- It is recommended that organizers use CCN as their registration provider.
- All events in 2025 will be pre-registration only.
- Rider sign-in closes 30-minutes prior to the first rider departing. Start lists should be delivered to the designated timing company and subsequently

made accessible to the Commissaire after rider sign-in closes. Sign-in sheets must be returned to OC staff by the end of the day.

- Prize list must be posted in the Technical Guide (if applicable).
- Organizer must provide an appropriate number of staff/volunteers at the registration desk to manager rider check-in.

\*May not apply to regional, Weekly Series, Cycle for All Events

For Ontario Cup and Provincial Championships events Only – series registration for OCup Road Events has been created, giving riders the opportunity to register for all OCup series events at one-time for a reduced rate over registering for each event individually (series registration will not include registration for Provincials). Registration for all OCups and Provincial Championships events close on Wednesday of race week at 11:59pm, and if a rider misses the Wednesday deadline they have until Thursday at 5pm to contact the OC office to be let into the race for an additional \$50 fee.

### 3. Membership Requirements

For all 2025 events, registration will be open to Non-Members (specific categories only, not applicable to Provincial championships), 2025 Ontario Community, Challenge (excluding crit events), Compete membership or 2025 UCI Race license holders with a valid race category on their card. Riders without a valid road category on their license should contact the OC Office. A minimum age requirement of 13 years of age is still required to participate in OCups and/or Provincial Championships.

Please contact the office for more details on non-member permits and if your event qualifies for this additional option. Non-member permits must be done via online registration only. An insurance premium will apply.

## **Sport Technical Requirements**

### 1. Technical Guide

Technical guides associated with the event must be submitted for approval and reviewed by OC and Lead Commissaire, no later than 60 days before the event and published upon approval. The OC reserves the right to withhold sanctioning an event, until further review of the event technical guide. Organizers should be prepared to provide further details as requested by OC.

Technical Guide to include

- Sanctioned by OC logo and series-related log (if applicable). Should also be posted on the event website.
- Category race information (start time, distance, membership chart)
- Registration information
  - Pre-registration (website, opening/closing dates, cost)

- Event day (sign-in location, closing time)
- Race rules and regulations
  - Course rules (number placement, pre-riding information)
- Course map to scale including elevation profile
  - Start/finish area
  - Parking location
  - Feed zone
- Safety and emergency action plans
  - Direction to the nearest hospital
  - Organization/individual responsible for first aid and their location on-site
- Prize list and protocol (if applicable)
- Refund cancellation policy

In addition to the technical guide, organizers must also submit the following:

- Drawing of the start/finish area
- Marshal plan and location map
- Traffic management plan
- Staffing plan

Note: Weekly Series and Cycle For All events are not required to have a detailed technical guide; however, it is recommended that one be prepared. In all cases organizers should be prepared to provide further details as requested by Ontario Cycling. Reduced documentation requirements and simplified structure are not to be confused with standard risk management requirements for the event.

## 2. Timing and Results

All OCups and Provincial Championships are to be appropriately timed, providing a result for each participant. For more information on timers, please contact the office. All official results must be submitted by the Timer (with gold, silver, and bronze listed) and signed by the President of the Commissaire panel.

All results should be forwarded to OC within 24 hours of the completion of the event so that they can be listed on the results page of OC website. Results must be in either excel, PDF or html format, sorted by category, with the following items displayed:

- Placing
- Rider's number
- Rider's Ontario ability or age category
- Rider's first and last name
- Riders club/team name
- Rider's time/result

Photo/video-finish is required for all OCup events except for time trials.

### 3. Finish Platform

It is recommended to have a covered, raised finish platform located at the finish line for the finish judge at Provincial Championship events.

### 4. Event Reporting

Organizers are required to provide the following within 3-5 business days, following the completion of each event:

- Total number of participants (DNS and DNF participants must be included), broken down by OC non-member permit and OC members.
- Sport injury report forms
- Completed waivers (online collection within the registration system)

Failure to comply will result in additional mandatory fees:

- \$50 if past the 5 business days, and before 30 days after the event
- \$100 if within 31-60 days after the event
- \$150 if within 61-90 days after the event

Non-compliance or lack of full payment may result in future cancellation of event permits, fines or discipline.

## **Marketing Requirements**

Upon approval of the permit application and payment of the sanctioning fees, OC shall advertise the event on OC website Calendar of Events. Events will not be posted on the calendar until all paperwork is finalized and payment has been received.

Organizers will need to provide content that can be utilized by OC to help promote the event on social media (e.g. logos, photos, videos etc.) in advance. Collaboration on marketing efforts can result in a greater reach and exposure for your event advertising.

## **On-Site Requirements**

### 1. Facilities

If road closures are required for the event, the organizers shall have a permit for the use of the road/course and shall ensure that the road closure complies with all local policies and regulations. The organizer is responsible to ensure that adequate barricades are in place to keep spectators off the racecourse in the vicinity of the start/finish and or other areas of the racecourse as required. If road closures are not required, the organizer must communicate to all participants that they must adhere to the rules of the road through pre-race information as well as on event

day. It is recommended that organizers contact any local residents and/or companies, in order to advise of the upcoming event.

## 2. Parking

Organizers should provide designated parking for riders/spectators close to the registration area. Parking should be communicated to the riders via communication pre-event or through the tech guide (if applicable). It is also strongly recommended that organized have designated accessible parking especially if an event includes para-athletes.

## 3. Toilets

Washroom facilities must be available in quantities appropriate to the number of participants. Consideration must also be given to providing nearby access to washroom facilities for officials located at the finish line. Washroom facilities should be checked throughout the day to ensure cleanliness of the facilities and kept up with toilet paper and sanitizer. In addition, organizers are strongly encouraged to provide barrier-free washrooms especially if a race includes para-athletes. Organizers are encouraged to reach out to their local public health unit for information on how many toilets would be required for your event size along with sanitation requirements.

## 4. Signage

Event sites must have adequate signage. This includes registration, facilities and course signage including turnarounds. All marketing signage online and on-site must show that the event is sanctioned by OC. Please contact OC to receive the appropriate OC logo to be used on signage, both online and on-site.

# **Communication Requirements**

## 1. Public address system

A public address system is required for all events. The public address system should be used for all rider/race announcements as well as during the awards presentation/ceremony. This can be done using a microphone and PA system and/or loud hailer.

## 2. On-site communications

OC shall provide on a best-effort basis appropriate licensed, 2-way VHF radios for race management at Ontario Cups, Youth Road Development Series and Provincial Championship events. The radios have multiple channels and should be distributed accordingly. Handheld radios should be assigned to OC staff, Technical Delegate, all assigned commissaires, First Aid and the primary event organizer. A base station can be supplied for the start/finish area and in-car radios can be available in limited quantities. The OC technical delegates shall aid in placing radios and antennas in the commissaire vehicles and retuning them at the end of the race. Organizers are

responsible for any other radio requirements at the event (e.g. race operations of the organizer)

Radios may not function well in all circumstances – hills, long distances and other interfering devices can make communication difficult at times. A backup plan using cell phones should be in place for events covering long distances.

**Note:** the organizer must be able to always contact first aid and be equipped with the means to effectively communicate with the president of the commissaire panel (PCP) over the course of the event. The organizer must always be available by radio or backup plan and provide a knowledgeable volunteer at the start/finish area to answer race questions, who is always clearly identifiable.

### 3. Land acknowledgement

Ontario Cycling recommends that event organizers acknowledge the land on which their event will be taking place. Making this acknowledgement in the technical guide for the event (if applicable) and when speaking to all riders prior to the start of the event. For help identifying what Indigenous nations may have resided on the land your event will be taking place on, visit Native Land's digital map [here](#) (not representative of official or legal boundaries). To learn about definitive boundaries, always contact the nations in question.

## Safety Requirements

### 1. Sport Injury Report Forms

Organizers are responsible for the timely completion of sport injury report forms. All reports must be submitted to OC, by the organizers within five (5) days of the initial incident. The [2025 OC Sport Injury Form](#) may also be filled out by Coaches, Trainers and if underage, parents/guardians.

In the case of serious injury or possible concussion, please contact (via phone) the OC Event Staff Lead ASAP.

### 2. First Aid

In addition to first aid coverage outlined in a fully completed Emergency Action Plan (EAP) form, an onsite first aid person provided by Odyssey Medical or approved by OC equivalent must be provided. The designated First Aid person must be readily identifiable at the event. If Odyssey Medical is not the medical provider, organizers are required to use a provider of similar credentials. OC has the right to request verification of First Aid qualifications.

Odyssey Medical is the approved medical service provider, however, if another approved service is being used, there must be an event representative (Organizer/volunteer) to note all incidents/accidents/crashes/injuries, etc. At a minimum, we require the name (if possible, to attain), bib number, wave of race, and suspected injuries.

If neither Odyssey Medical nor other approved First Aid Medical services are being used, all individual's acting as medical personnel at a sanctioned event are required to have an active Emergency First Responder Certification through a recognized agency (i.e., St. John's Ambulance or Red Cross) at minimum. They will be required to provide OC with a copy of the individual's certification no later than 30 days from the event date.

The number of riders attending an event will impact the number of medical personnel required to have sufficient first aid response. OC recommends that organizers have the following number of medical personnel for the respective number of riders at an event:

- 0 to 100 riders – 1 medical personnel + EAP coordinator
- 101 to 300 riders – 2 medical personnel + EAP coordinator
- 301 to 600 riders – 3 medical personnel + EAP coordinator
- 601 to 1000 riders – 4 medical personnel + EAP coordinator
- 1001+ riders – 5 medical personnel + EAP coordinator

Medical personnel should think about bringing the following first aid supplies with them when preparing for an event – access to a tourniquet, sling, gauze, bandages, gloves, sterile wipes/antiseptic wound cleaner, ice for treating heat stroke, cell phone or other device contact 911, and be always in radio communication with the EAP Coordinator.

In the event of an accident, the organizer is responsible for providing OC with the incident report information. This may require the organizer to reach out to the contracted medical provider to obtain the information, or to request that the athlete allow for the information to be shared. Please note that all incidents that involve accidents and/or injuries, must be recorded and shared with Ontario Cycling after the event for insurance and auditing purposes.

### 3. Rowan's Law

Ontario's Rowan's Law is in effect at all OC sanctioned events in the Province of Ontario. For more information on Rowan's Law and the responsibilities of organizers and participants, please visit <https://www.ontario.ca/page/rowans-law-concussion-safety>. Organizers should be aware of all requirements under the legislation include having athletes under 26 having signed a concussion code of conduct as part of registration. It is the Organizer's responsibility to ensure completion of this waiver by all participants under the age of 26.

### 4. Inclement Weather Policy

Local weather should be monitored by the Event Organizer. Events will not be held during conditions of thunder and lightning, excessively high winds or in the unlikely event of a possible tornado. In the event of thunder or lightning, the course must be evacuated, and shelter found. Thirty minutes must pass from the last clap of thunder or flash of lightning before riders may resume their competition. The next

occurrence begins a new 30-minute cycle. The President of the Commissaire Panel in consultation with the Organizer will be responsible for making decisions regarding stoppage/delay/evacuation due to thunder, lightning, or other extreme weather patterns.

[OC Weather Policy](#)

## **General Guidelines: Weekly Series & Cycle for Events**

### **Categories & Licensing Requirements**

Please review appendices for all categories and licensing for Weekly Series/Cycle for All events.

### **Technical Guide**

Weekly Series and Cycle For All events are not required to have a detailed technical guide however it is recommended that one be prepared. In all cases, organizers should be prepared to provide further details as requested by OC. Reduced documentation requirements and simplified structure are not to be confused with standard risk management requirements for the event.

### **Results**

Organizers are encouraged to provide results for all participants. Organizers are responsible for timing, judging, and results. If interested organizers may provide results to OC for posting purposes

### **Official**

Weekly series and cycle for all events are strongly encouraged to provide a licensed official or person who has successfully completed the Provincial C commissaire course to help ensure an event remains fair, safe and to help provide a quality racing opportunity.

### **Road Requirements**

If the event is run on open roads without closures, event participants must understand that they are obligated to follow the rules of the road. This must be communicated through the listed event rules and regulations as well as during the pre-event speech given on the day of the event (s) by the organizer. This is imperative not just for the safety of the riders but also for building trust and relationships within the communities in which we host our events.



# 2025 Entry Fees

Organizers are encouraged to set entry fees appropriate for the level of organization of their event. Experience has shown that entry fees that are too high will discourage athletes from participating in your event. Suggested entry fees are shown in the appendixes relevant to your event and discipline type.

Note: a quality event can be run within the fee tables provided and events wishing to charge more must be able to provide value to the participants. These prices may be adjusted upon submission and approval of the event budget.

# OCup Series Points

Ontario Cup Road Series points are awarded to all categories except for sportif. Only riders who purchase their racing license through OC are eligible for OCup points. DNF riders (riders who do not finish) are not entitled to OCup points.

The breakdown of OCup Points are as follows for each category

Place	Points
1 <sup>st</sup> place	25 points
2 <sup>nd</sup> place	20 points
3 <sup>rd</sup> place	16 points
4 <sup>th</sup> place	13 points
5 <sup>th</sup> place	11 points
6 <sup>th</sup> place	10 points
7 <sup>th</sup> place	9 points
8 <sup>th</sup> place	8 points

Place	Points
9 <sup>th</sup> place	7 points
10 <sup>th</sup> place	6 points
11 <sup>th</sup> place	5 points
12 <sup>th</sup> place	4 points
13 <sup>th</sup> place	3 points
14 <sup>th</sup> place	2 points
15 <sup>th</sup> place	1 point

Note: OCup points are different than upgrade criteria.

Ontario Cup series champions will be determined by the calculation of all OCup points earned per rider at all the OCup events in the series for the current year.

### Tie Breaking Policy – OCup Series Points

When two or more riders are tied at the end of the Ontario Cup series, the following criteria and procedure shall be utilized by OC office to determine which rider is awarded the higher place in the standings

- Most race wins overall in the series
- Overall points average (number of points divided by events attended).
- Highest placing in commonly attended events (who placed higher in the standings when both riders attended the same events).
- Highest placing in the last event of the series

## Youth Upgrade Process

Athletes already racing in the Ontario Cup Road Series (U17 or older) need not submit an upgrade request to change categories as these categories are self-seeding. However, athletes may be required to compete in a different ability category if OC, deems, based on their skill, that they are more suitable for a different ability category.

New for the 2025 season, U15 riders have their own category at Road Ontario Cup events. Only second year U15 athletes (born in 2011) that have demonstrated a superior competitive ability to the U15 race field will be eligible to apply for an upgrade to U17+ categories A-D. No upgrades will be granted for OCup #1 and any athlete requesting an upgrade must have competed in a minimum of one OCup event in the U15 category prior to submission. First year U15 and U13 (born in 2012 and later) member upgrades will not be considered for the Ontario Cup Road Series. U13 riders (or younger) are encouraged to participate in the Youth Road Events.

## OCup/Provincial Category Structure and Membership Requirements

### Road Races OCup Membership Structure

Category	Age Range	OC Non-Member Permit	Challenge Membership	Compete Membership	UCI License
*Para (handcycle & Trike)	15+	X	X	X	X
*Para (Tandem and C Class)	15+	X	X	X	X
Cat A	15+			X	X
Cat B	15+			X	X
Cat C	15+	X	X	X	X
Cat D	15+	X	X	X	X
Cat A Women	15+			X	X
Cat B Women	15+	X	X	X	X
U15	13-14		X	X	X
Master Women	40+	X	X	X	X
Master Men	50+	X	X	X	X

## Road Race Provincial Membership Structure

Category	Age Range	Challenge membership	Compete membership	UCI License
Para (Handcycle & Trike)	15+		X	X
Para (Tandem & C Class)	15+		X	X
U15	13-14	X	X	X
U17 Women	15-16		X	X
U19 Women	17-18		X	X
U23 Women	19-22		X	X
Elite Women	23+		X	X
Master A Women	35-44		X	X
Master B Women	45-54		X	X
Master C Women	55-64		X	X
Master D Women	65+		X	X
U17 Men	15-16		X	X
U19 Men	17-18		X	X
U23 Men	19-22		X	X
Elite Men	23+		X	X
Master A Men/Open	35-44		X	X
Master B Men/Open	45-54		X	X
Master C Men/Open	55-64		X	X
Master D Men/Open	65+		X	X
Cat C (non-championship)	15+	X	X	X
Cat D (non-championship)	15+	X	X	X
Cat B Women (non-championship)	15+	X	X	X

## Criterion OCup Membership Structure

Category	Age Range	Challenge Membership	Compete Membership	UCI License
Para (Handcycle & Trike)	15+	X	X	X
Para (Tandem and C Class)	15+	X	X	X
Cat A	15+		X	X
Cat B	15+		X	X
Cat C	15+	X	X	X
Cat D	15+	X	X	X
Cat A Women	15+		X	X
Cat B Women	15+	X	X	X
Master Men/Open	15+	X	X	X
Master Women/Open	15+	X	X	X

<b>Category</b>	<b>Age Range</b>	<b>Challenge membership</b>	<b>Compete Membership</b>	<b>UCI License</b>
Cat A Youth	8-18	X	X	X
Cat B Youth	8-18	X	X	X
Cat C Youth	8-18	X	X	X
Cat D Youth	8-18	X	X	X

*\*New for 2025 there will be youth components added to Crit OCups.*

### **Criterion Provincial Membership Structure**

<b>Category</b>	<b>Age Range</b>	<b>Compete</b>	<b>UCI License</b>
Para (Handcycle & Trike)	15+	X	X
Para (Tandem and C Class)	15+	X	X
U17 Women	15-16	X	X
U19 Women	17-18	X	X
U23 Women	19-22	X	X
Elite Women	23+	X	X
Master A Women	35-44	X	X
Master B Women	45-54	X	X
Master C Women	55-64	X	X
Master D Women	65+	X	X
U17 Men	15-16	X	X
U19 Men	17-18	X	X
U23 Men	19-22	X	X
Elite Men	23+	X	X
Master A Men/Open	35-44	X	X
Master B Men/Open	45-54	X	X
Master C Men/Open	55-64	X	X
Master D Men/Open	65+	X	X

## Time Trial OCup Membership Structure

Category	Age Range	OC Non-Member Permit	Challenge Membership	Compete Membership	UCI License
Para	15+	X	X	X	X
U17 Men	15-16	X	X	X	X
U19 Men	17-18	X	X	X	X
U23 Men	19-22	X	X	X	X
Master A Men/Open	35-44	X	X	X	X
Master B Men/Open	45-54	X	X	X	X
Master C Men/Open	55-64	X	X	X	X
Master D Men/Open	65+	X	X	X	X
Elite Men	23+	X	X	X	X
U17 Women	15-16	X	X	X	X
U19 Women	17-18	X	X	X	X
U23 Women	19-22	X	X	X	X
Elite Women	23+	X	X	X	X
Master A Women	35-44	X	X	X	X
Master B Women	45-54	X	X	X	X
Master C Women	55-64	X	X	X	X
Master D Women	65+	X	X	X	X
15km Sportif	15+	X	X	X	X
30km Sportif	15+	X	X	X	X
40km Sportif	15+	X	X	X	X
Eddy Merckx	15+	X	X	X	X

15km, 30km, 40km Sportif – for those who do not meet the bike check requirements or do not wish to race the championship category

Eddy Merckx – (non-aero) riders are not permitted to use any aero equipment including aerobars, clip-on bars, disc wheels, shoe covers or aero helmets. Bicycles must meet the requirements of mass start races including wheels.

# Appendices

## Appendix A – Event Sanctioning Fee Chart

All sanctioned events will be subject to the fees according to their respective sanction package. Sanctioning packages can be found on the resource page of the OC Website [here](#). Packages are broken down into four major groups depending on what type of event the organizer is planning to host

1. OC Member only events
2. Non-Member events
3. Events with their own insurance
4. Charity events

Sanctioning fees will fluctuate depending on the number of participants, number of non-members participating, and if the event is using OC insurance coverage.

If there are any questions regarding event sanctioning and the associated packages, please reach out to the OC Events Team at [events.team@ontariocycling.org](mailto:events.team@ontariocycling.org)

## Appendix B – Category Descriptions

Category	Type	Gender
Cat A	Ability-based	All inclusive
Cat B	Ability-based	All inclusive
Cat C	Ability-based	All inclusive
Cat D	Ability-based	All inclusive
Cat A Women	Ability-based	Women
Cat B Women	Ability-based	Women
Master Women	Age-based	Women
Master Men/Open	Age-based	All inclusive
U15	Age-based	All inclusive

## Appendix C – Road Race Membership Structure Weekly Series/Cycle for All

Category	Age range	OC Non-Member Permit	*Community Membership	Challenge Membership	Compete Membership	UCI License
Para (Handcycle & Trike)	15+	X	X	X	X	X
Para (Tandem & C Class)	15+	X	X	X	X	X
Cat A	15+	X	X	X	X	X
Cat B	15+	X	X	X	X	X
Cat C	15+	X	X	X	X	X
Cat D	15+	X	X	X	X	X
Cat A Women	15+	X	X	X	X	X
Cat B Women	15+	X	X	X	X	X
Master Women	40+	X	X	X	X	X
Master Men	50+	X	X	X	X	X
U15	13-14	X	X	X	X	X

*\*5 million liability and no sport accident coverage*

*\*Community memberships are only permitted if it is not a race (i.e. no timing)*

## Appendix D – Road Race Membership Structure Regional

Category	Age Range	OC Non-member Permit	Challenge Membership	Compete Membership	UCI License
Para (Handcycle & Trike)	15+	X	X	X	X
Para (Tandem & C Class)	15+	X	X	X	X
Cat A	15+	X	X	X	X
Cat B	15+	X	X	X	X
Cat C	15+	X	X	X	X
Cat D	15+	X	X	X	X
Cat A Women	15+	X	X	X	X
Cat B Women	15+	X	X	X	X
Master Women	40+	X	X	X	X
Master Men	50+	X	X	X	X
U15	13-14	X	X	X	X

## Appendix E – Road Race Schedule

Regional and OCup Road Race					
Category	Age Range	Distance	Entry Fee Cap	Start Wave	Start Time
Para (Handcycle & Trike)	15+	35-45 min	\$95 + Fees	TBC	TBC
Para (Tandem and C Class)	15+	35-45 min		TBC	TBC
Cat C	15+	60-80km		A	8:30am
Cat D	15+	40-60km		A	8:32am
Master Men	50+	60-80km		A	8:34am
Cat B Women	15+	60-80km		B	11:00am
Master Women	40+	60-80km		B	11:02am
U15	13-14	60-80km		B	11:04am
Cat A	15+	110-130km		C	2:00pm
Cat B	15+	80-100km		C	2:03pm
Cat A Women	15+	80-100km		C	2:06pm

\*Fees refer to HST and online CCN administrative fees

\*Para categories may or may not take place at the event, at the discretion of the organizing committee



Provincial Road Race Schedule					
Category	Age Range	Distance	Entry Fee Cap	Start Wave	Start Time
*Para (Handcycle & Trike)	15+	TBC	\$95+ Fees	TBC	TBC
*Para (Tandem & C Class)	15+	TBC		TBC	TBC
Cat C (Non-Championship)	15+	60-80km		A	8:00am
Master A Women	35-44	60-80km		A	8:05am
Master B Women	45-54	60-80km		A	8:05am
Master C Women	55-64	60-80km		A	8:05am
Master D Women	65+	60-80km		A	8:05am
U15	13-14	60-80km		A	8:05am
Cat B Women (Non-Championship)	15+	60-80km		A	8:05am
Cat D (Non-Championship)	15+	60-80km		B	8:10am
Master C Men/Open	15+	60-80km		B	10:25am
Master D Men/Open	15+	60-80km		B	10:25am
**Elite Women	23+	80-100km		B	10:30am
U23 Women	19-22	80-100km		B	10:30am
U17 Women	15-16	60-80km		B	10:30am
U19 Women	17-18	60-80km		B	10:30am
**Elite Men	23+	140-160km		C	1:20pm
U23 Men	19-22	140-160km		C	1:20pm
Master A Men/Open	35-44	80-100km		C	1:25pm
Master B Men/Open	45-54	80-100km		C	1:25pm
U17 Men	15-16	100-120km	C	1:30pm	
U19 Men	17-18	100-120km	C	1:30pm	

*\*Para categories may or may not take place at the event, at the discretion of the organizing committee*

*\*\*When U23 and Elite races are combined (start at the same time), 2 separate podiums will be awarded. The overall winner of the race will be named the Elite Provincial Champion and will receive the Elite Provincial Championship jersey. The first U23 rider across the line will be named the U23 Provincial Champion and will win the U23 Provincial Champion's jersey. If the overall race winner is U23 rider, they will be named both the Elite and U23 Champion and win both jerseys.*

## Appendix F – Crit Weekly Series/Cycle for All and Regional Membership Structure

Category	Age Range	Challenge Membership	Compete Membership	UCI Licenses
Para (Handcycle & Trike)	15+	X	X	X
Para (Tandem and C Class)	15+	X	X	X
Cat A	15+	X	X	X
Cat B	15+	X	X	X
Cat C	15+	X	X	X
Cat D	15+	X	X	X
Cat A Women	15+	X	X	X
Cat B Women	15+	X	X	X
Master Men/Open	15+	X	X	X
Master Women	15+	X	X	X
U15	13-14	X	X	X

## Appendix G – Crit Schedule

Regional and OCup Schedule					
Category	Age Range	Suggested Time	Entry Fee Cap	Start Wave	Start Time
Para (Handcycle & Trike)	15+	TBC	\$80 + Fees	TBC	TBC
Para (Tandem and C Class)	15+	TBC		TBC	TBC
Cat C	15+	50 min		A	8:30am
Cat D	15+	50 min		A	8:30am
Master Men/Open	50+	50 min		A	8:30am
Cat B	15+	60 min		B	9:30am
Master Women	40+	60 min		C	10:30am
Cat A Women	15+	60 min		C	10:30am
Cat B Women	15+	60 min		C	10:30am
Cat A	15+	75 min		D	12:00pm

Provincials Schedule					
Category	Age Range	Suggested Time	Entry Fee Cap	Start Wave	Start Time
*Para (Handcycle & Trike)	15+	TBC	\$80 + Fees	TBC	TBC
*Para (Tandem and C Class)	15+	TBC		TBC	TBC
Master C Men/Open	55-64	50 min		A	8:30am
Master D Men/Open	65+	50 min		A	8:30am
U17 Men	15-16	75 min		B	9:30am
U19 Men	17-18	75 min		B	9:30am
**Elite Women	23+	60 min		C	11:00am
U23 Women	19-22	60 min		C	11:00am
U17 Women	15-16	60 min		C	11:00am
U19 Women	17-18	60 min		C	11:00am
Master A Women	35-44	60 min		C	11:00am
Master B Women	45-54	60 min		C	11:00am
Master C Women	55-64	60 min		C	11:00am
Master D Women	65+	60 min		C	11:00am
Master A Men/Open	35-44	60 min		D	12:30pm
Master B Men/Open	45-54	60 min		D	12:30pm
**Elite Men	23+	75 min		E	2:00pm
U23 Men	19-22	75 min		E	2:00pm

*\*Para categories may or may not take place at the event, at the discretion of the organizing committee*

*\*\*When U23 and Elite races are combined (start at the same time), 2 separate podiums will be awarded. The overall winner of the race will be named the Elite Provincial Champion and will receive the Elite Provincial Championship jersey. The first U23 rider across the line will be named the U23 Provincial Champion and will win the U23 Provincial Champion's jersey. If the overall race winner is U23 rider, they will be named both the Elite and U23 Champion and win both jerseys.*

Aligning with Cycling Canada and UCI, Junior and U17 (as these categories are sometimes combined) categories no longer have gear restrictions at road events. However, gear restrictions will be kept in place for Youth Road Development series

The Provincial Championships will run utilizing UCI age-based categories. OCup points will not be awarded at these events. Provincial Championships are organized according to distances and regulations based on National Championships. Registration is open to all licensed riders, but only Ontario licensed riders are eligible for championships medals.

Medals will be awarded to the Top 3 in each Provincial Championship category.

Please note, for non-championship categories, non-championship medals will be awarded to the winners. Provincial jerseys will not be awarded to non-championships categories.

## Appendix H – Time Trial Schedule

Regional, OCup, Provincial Schedule			
Category	Age Range	Recommended Distance	Entry Fee Cap
Para (handcycling and trike)	15+	15km	\$80 + Fees
Para (tandem and C Class)	15+	30km	
Sportif 15km	15+	15km	
U17 Women	15-16	15km	
U17 Men	15-16	15km	
Eddy Mercx	17+	30km	
Sportif 30km	17+	30km	
U19 Women	17-18	30km	
U23 Women	19-22	30km	
Elite Women	23+	30km	
Master D Men	65+	30km	
Master C Men	55-64	30km	
Master D Women	65+	30km	
Master C Women	55-64	30km	
Master B Women	45-54	30km	
Master A Women	35-44	30km	
U19 Men	17-18	40km	
U23 Men	19-22	40km	
Elite Men	23+	40km	
40km Sportif	19+	40km	
Master B Men	45-54	40km	
Master A Men	35-44	40km	

## Appendix I - Time Trial Race Information

### 1. Course Design

Recommended race distances for each category can be found within the chart located above. If organizers wish to run a race that is more than 10% longer or shorter than the recommended distances, approval must be received by OC. With approval, an organizer may be able to shorten early season or late season events by up to 25%.

The course should be designed with safety in mind. Roads should be paved without serious defects and corners must be swept. It is strongly encouraged to work with the local municipalities to address potholes or other infrastructure issues with the

roads. In addition, an ambulance must be able to access any part of the course. Courses should avoid any situation where a rider may have to yield their pace. Turnarounds, if any, should be in highly visible, open spots. The finish area should be at least 100 metres offset from the start.

## 2. Course Requirements

- Start area would ideally be on a closed road
- Where possible the last 5, 4, 3, 2, 1 km of the course should be marked
- Corners should be swept
- Turnarounds should be clearly marked by pylons with at least 6m of radius of course maintained around the turn. Signage indicating prior notice of upcoming turnaround is required.
- Organizers should have a volunteer at the turnaround in case assistance is needed
- The finish should be barricaded with sturdy inter-connecting metal barriers for 150m after the line. Where possible, the finish must be on a straight line, clear of traffic
- Course length should be ideally between 15km to 40km (either as an out and back or a loop) for Ontario Time Trial Series Events.
- If choosing a two up time trial on closed course, the distance can be shorter
- The start should have marked off spots for each rider to stage.
- Staging can be done on the side of the road or grass to be given more space
- Riders should be seeded on the start list in order of presumed fastest rider to slowest rider with pre-arranged starting times.
- Start/finish area must be always controlled. Depending on the venue, this may require metal connecting barriers. In addition, all course crossings should always have a designated volunteer/police presence as well as at any turnaround point.
- If doing an out and back course, organizers must have either a commissaire or volunteer at the midway point recording which riders have turnaround
- Organizers will be able to select their own timer; however, are encouraged to employ a reliable timing system which can accommodate their race format and publish online results in an accurate and timely fashion. Results should not be posted at the event site to avoid a congregation area. Due to changes in scheduling and restrictions, riders from the same category may ride within the same session but not necessarily in succession. However, all riders within a category should race within the same session.

## 3. Officials

At least one official is recommended for all regional events. Organizers supplying their own qualified licensed officials may be able to reduce the number assigned to

them. Payment of officials is the responsibility of the organizer, as well as overnight accommodation and per diem where applicable. Ontario Cup/Ontario Time Trial events require a minimum of 3 to 6 officials. Provincial Championships events may require a minimum of 5 to 6 officials. Number of officials are subject to review depending on the event. Officials are to be paid by the organizer.

#### 4. Para Standardized Factoring

Para-Cycling events consist of 4 categories: bicycle, tricycle, handcycle and tandem. Each category is further separated into several sport classes. Para-cyclists often have limited numbers at Provincial events. Gender and/or sport classes will have their results combined to pool several athletes together in performance rankings. The 4 categories will remain separated. The UCI standard performance factors will be applied to ensure equity in performance ranking when sport classes and/or genders are combined. The most recent update of the table of standard performance factors can be found on the Para-cycling section of the UCI website

Standard factoring will be in place at the Provincial Championships

#### 5. Accessible Parking

Accessible parking must be available for para-athletes. For example, designated accessible parking spaces should be the spaces closest to the start/finish area. They should be wider than a standard parking space to allow for parking of trailers and larger vehicles. Accessible parking spaces should be flat and on easy terrain to navigate in an out.